**Objectives**

Key to developing a good survey keep it short while ensuring that you capture all the information that you need.

Know what you’re trying to find out from the survey

Make a list of all your questions and what you plan to gain from them by asking people

Determine if each question is helpful or not

Give the survey to the correct amount of people

**Types of Questions**

Need to have a good balance of open ending questions and fixed questions such as a, b, c, d

Make sure all the questions make sense

Make sure the questions are clear; make sure there is a common understanding of the questions

Only ask people questions if the people are relevant to the questions you’re asking

Use simple words

Good variety of questions

Ask direct questions, don’t beat around the bush

Keep the first few questions interesting

Put questions in logical order

Don’t write questions that lead the person you’re surveying on

Don’t make the list of choices too long

If you want good results you have to ask good questions that have research behind them

<http://survey-software-review.toptenreviews.com/tips-to-creating-a-good-survey.html>

<http://www.accesscable.net/~infopoll/tips.htm>

<http://www.sciencebuddies.org/science-fair-projects/project_ideas/Soc_survey.shtml>